

TOWN OF WALLINGFORD, CONNECTICUT  
***TOWN COUNCIL MEETING***

***ROOM 315***

**October 27, 2026**

**6:30 P.M.**

**AGENDA**

1. Pledge of Allegiance
2. Roll Call
3. Consent Agenda
  - 3a. Consider and approve Tax Refunds totaling \$4,104.34 (#228-262) – Tax Dept.
  - 3b. Consider and approve a correction to the tax refunds amount from October 13, 2026 Town Council meeting in the amount of \$8,614.79 – Tax Dept.
  - 3c. Acceptance of a donation from Ms. Patricia Chieppo and consider and approve Appropriation of funds in the amount of \$1,000 to Revenue Donations-Police, Acct. #2502002-47152 and to Expense Donations-Police, Acct. #25020050-58830-10127 – Police Dept.
  - 3d. Acceptance of Overtime Reimbursement of Federal Taskforce Funds and consider and approve Appropriation of funds in the amount of \$5,520 to Misc. Revenue, Acct. #1009052-47040 and to Police Overtime, Acct. #10020050-51400 – Police Dept.
  - 3e. Acceptance of Federal/State Highway Safety Grant “2025/2026 Comprehensive DUI Enforcement Program” funds and consider and approve Appropriation of funds in the amount of \$10,549 to Revenue Highway Safety, Acct. #1002001-45208 and to Police Overtime, Acct. #10020050-51400 – Police Dept.
  - 3f. Consider and approve a bid waiver for E-J Electric Installation Co. – Electric Div.
  - 3g. Consider and approve a bid waiver for McPhee Electric Ltd . – Electric Div.
  - 3h. Consider and approve a bid waiver for AT&T to replace current T-Mobile bid waiver – Electric Div.
  - 3i. Consider and approve revisions to the job description for Fire Inspector – Human Resources
  - 3j. Consider and approve reappointment of Jane Fisher to the Board of Ethics for a three (3) year term set to expire October 19, 2029 – Mayor

- 3k. Consider and approve appointment of Maria Harlow as a regular member of the Board of Ethics for a three (3) year term set to expire October 19, 2029 – Mayor
- 3l. Approve Minutes of October 13, 2026 Regular Town Council Meeting.
- 4. **Items Removed from the Consent Agenda**
- 5. **PUBLIC QUESTION & ANSWER PERIOD**
- 6. Consider and approve the naming of softball field #1 at Pragemann Park after Stanley Shepardson – Parks & Recreation
- 7. Discussion of the June 2026 reports from the Comptroller summarizing the Unaudited Municipal Account for end of fiscal year 2025-2026 – Councilor Reynolds

*Individuals in need of auxiliary aids for effective communication in programs and services of the Town of Wallingford are invited to make Their needs and preferences known to the ADA Compliance Coordinator at 203-294-2070 five days prior to meeting date.*



*Town of Wallingford, Connecticut*

JO-ANNE L. RUSCZEK, C.C.M.C.  
TAX COLLECTOR

KELLY J. HECKMAN  
ASSISTANT TO THE TAX COLLECTOR

DEPARTMENT OF FINANCE  
45 SOUTH MAIN STREET  
P.O. BOX 5003  
WALLINGFORD, CONNECTICUT 06492  
TELEPHONE (203) 294-2135  
FAX (203) 294-2137

October 19, 2026

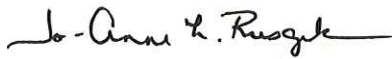
Honorable Vincent Cervoni  
Mayor, Town of Wallingford  
Wallingford, CT 06492

Re: Refund - Account #1001001-41020 – \$4,104.34 (#228 - #262)

Dear Mayor Cervoni:

Attached is a list of refunds for your approval and the approval of the Town Council.

Very truly yours,

  
Jo-Anne L. Rusczeck  
Tax Collector

APPROVED:

  
Vincent Cervoni, Mayor

  
Timothy M. Sena, Comptroller

|                                            |                 |         |            |
|--------------------------------------------|-----------------|---------|------------|
| 228 ACAR Leasing                           | 419.87          | AJ87409 | 2025-50164 |
| 229 Angelucci, Robert J. (ACAR - vet exemp | 73.71           |         | 2025-50167 |
| 230 Bedard, Barbara J.                     | 6.12            |         | 2025-52892 |
| 231 Birney, James D.                       | 559.66          |         | 2025-53484 |
| 232 CCAP Auto Lease LTD                    | 458.73          | BD96204 | 2025-56305 |
| 233 Cerna, Josa A.                         | 414.14          |         | 2025-56469 |
| 234 Cruz, Matthew P.                       | 20.89           |         | 2025-58658 |
| 235 Dalkin, Thomas J.                      | 26.11           |         | 2025-59050 |
| 236 Daly, Shana M.                         | 18.43           |         | 2025-59078 |
| 237 Diversified Bldg Servs                 | 12.58           |         | 2025-60713 |
| 238 EAN Holdings                           | 190.19          | BN79816 | 2024-62143 |
| 239 EAN Holdings                           | 310.01          | BR18375 | 2024-62218 |
| 240 EAN Holdings                           | 241.44          | BR18377 | 2024-62219 |
| 241 Honda Lease Trust                      | 134.77          | BL45448 | 2025-68247 |
| 242 Houde, Mark K.                         | 83.30           |         | 2025-68480 |
| 243 Ingraham, Lois E.                      | 20.92           |         | 2024-69118 |
| 244 Islam, Mohammed N.                     | 7.20            |         | 2025-69330 |
| 245 JP Morgan Chase Bank NA                | 94.77           | BL82325 | 2025-70131 |
| 246 Kalimanjira, Fiskani R.                | 81.90           |         | 2025-70331 |
| 247 Lambert, Frank T.                      | 319.16          |         | 2025-71956 |
| 248 Mclaughlin, Luke J.                    | 18.79           |         | 2025-75609 |
| 249 Mixsell, Anastasia S.                  | 14.76           |         | 2024-86777 |
| 250 Mixsell, Anastasia S.                  | 151.11          |         | 2025-76685 |
| 251 Network Installation Services Inc.     | 14.69           |         | 2025-78093 |
| 252 Network Installation Services Inc.     | 7.15            |         | 2025-78094 |
| 253 Network Installation Services Inc.     | 23.19           |         | 2025-78095 |
| 254 Network Installation Services Inc.     | 22.60           |         | 2025-78098 |
| 255 Network Installation Services Inc.     | 12.09           |         | 2025-78099 |
| 256 Network Installation Services Inc.     | 7.56            |         | 2025-78100 |
| 257 Network Installation Services Inc.     | 28.52           |         | 2025-78101 |
| 258 Network Installation Services Inc.     | 25.75           |         | 2025-78102 |
| 259 Network Installation Services Inc.     | 25.75           |         | 2025-78103 |
| 260 Network Installation Services Inc.     | 31.38           |         | 2025-78104 |
| 261 Suzio, Katelyn                         | 32.46           |         | 2025-88150 |
| 262 Zabala Sandy                           | 194.64          |         | 2025-93132 |
|                                            | <b>4,104.34</b> |         |            |



## *Town of Wallingford, Connecticut*

JO-ANNE L. RUSCZEK, C.C.M.C.  
TAX COLLECTOR

KELLY J. HECKMAN  
ASSISTANT TO THE TAX COLLECTOR

DEPARTMENT OF FINANCE  
45 SOUTH MAIN STREET  
P.O. BOX 5003  
WALLINGFORD, CONNECTICUT 06492  
TELEPHONE (203) 294-2135  
FAX (203) 294-2137

### MEMO

To: Vincent Cervoni, Mayor

From: Jo-Anne L. Rusczeck, Tax Collector

Date: October 14, 2026

Subject: Correction to October 13, 2026 Refunds

This is a correction to the refunds approved at the Town Council Meeting held on October 13, 2026. The amount approved was listed as \$8,647.49, but the total should have been \$8,614.79 with a difference of \$32.70. An adjusted spreadsheet is attached for your records.

Refund removed from the total:  
#217 (\$32.70)

Jo-Anne L. Rusczeck

Tax Collector

|                                          |                 |         |            |
|------------------------------------------|-----------------|---------|------------|
| 188 ACAR Leasing                         | 321.16          | BJ38068 | 2025-50208 |
| 189 ACAR Leasing                         | 129.77          | BK72458 | 2025-50215 |
| 190 Aguilar Mendez Blanca                | 29.60           |         | 2025-50530 |
| 191 Ally Financial                       | 44.50           | C257897 | 2024-83100 |
| 192 Ally Financial                       | 57.81           | BK61951 | 2025-90708 |
| 193 Ally Financial                       | 507.37          | C257897 | 2025-90727 |
| 194 Banack, Dennis M. & Nancy P.         | 5.52            |         | 2025-52239 |
| 195 CCAP Auto Lease LTD                  | 76.51           | BP20497 | 2025-56338 |
| 196 CCAP Auto Lease LTD                  | 373.74          | BA13772 | 2024-56391 |
| 197 Cordero, Israel & Iris N.            | 6.38            |         | 2025-58070 |
| 198 Cordero, Israel & Iris N.            | 28.20           |         | 2025-58071 |
| 199 Desjardins, Jonathan A.              | 324.44          |         | 2024-80193 |
| 200 Dillon Logistics Inc                 | 786.49          |         | 2025-60519 |
| 201 Dillon Logistics Inc                 | 1,224.57        |         | 2025-60520 |
| 202 Dillon Logistics Inc                 | 419.66          |         | 2025-60522 |
| 203 Dillon Logistics Inc                 | 684.52          |         | 2025-60531 |
| 204 E-J Electric T & D LLC               | 304.75          |         | 2025-61846 |
| 205 Farnsworth, Justin H.                | 47.66           |         | 2025-63362 |
| 206 Franke, Joseph M.                    | 34.25           |         | 2025-64405 |
| 207 Garcia, Gabriel                      | 21.72           |         | 2025-65003 |
| 208 Irizarry-Heben, Sorlandy             | 58.23           |         | 2025-69296 |
| 209 JP Morgan Chase Bank NA              | 282.85          | BG45827 | 2025-70106 |
| 210 JP Morgan Chase Bank NA              | 266.48          | BJ06848 | 2025-70112 |
| 211 Kennedy, Alexander J.                | 1,743.24        |         | 2025-77110 |
| 212 KM Service LLC                       | 20.51           |         | 2025-71156 |
| 213 Macdonough, Thomas D.                | 81.86           |         | 2025-73814 |
| 214 Massad Zion Motor Sales Co Inc       | 36.09           |         | 2025-74873 |
| 215 Messina, Edward R. & Pauline Z.      | 7.47            |         | 2025-76207 |
| 216 Nicefaro, Natalia                    | 13.86           |         | 2025-78203 |
| 217 Nissan Motor Acceptance Corp. (VOID) | 32.70           | BM46863 | 2025-78452 |
| 218 Oldani, Peter M.                     | 13.63           |         | 2025-78987 |
| 219 Perez-Ramirez, Amelia                | 273.96          |         | 2025-80655 |
| 220 Poccia, Nicholas A.                  | 7.01            |         | 2025-81518 |
| 221 Schlick, Robin L.                    | 5.19            |         | 2025-85466 |
| 222 Silberman, Donald J.                 | 50.47           |         | 2025-86431 |
| 223 Sullivan, Paul A.                    | 6.42            |         | 2025-88053 |
| 224 Sy, Oumar S.                         | 7.93            |         | 2025-88232 |
| 225 Wiedenmann, Daniel M.                | 59.17           |         | 2025-92311 |
| 226 Young, Anthony W.                    | 129.12          |         | 2024-92634 |
| 227 Young, Anthony W.                    | 122.68          |         | 2025-93075 |
|                                          | <b>8,614.79</b> |         |            |

8647.49 - 32.70 = 8,614.79

# Town of Wallingford

Honorable Vincent Cervoni  
Mayor, Town of Wallingford

Date: October 15, 2026

Request for:            Transfer of Funds  
      X       Appropriation of Funds

Fund:       X       General  
               Other

Amount: \$1,000.00      To: Revenue Donations - Police      Account No: 2502002-47152

Amount: \$1,000.00      To: Expense Donations - Police      Account No: 25020050-58830-10127

Explanation: PER ATTACHED LETTER AS REQUIRED

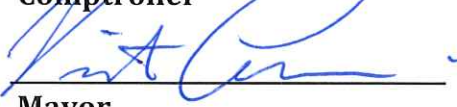
Submitted by:

  
Division/Department Head

Certified as to the availability of funds:

  
Comptroller

APPROVED: Subject to vote of Town Council

  
Mayor

## II. CERTIFICATION OF FINANCIAL TRANSACTION:

The transfer/appropriation of \$\_\_\_\_\_ as detailed and authorized above and as approved by a vote of the Town Council in session hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Town Clerk



*Town of Wallingford, Connecticut*  
*Department of Police Services*

JOHN J. VENTURA  
CHIEF OF POLICE

100 BARNES ROAD  
WALLINGFORD, CT 06492-3718  
TELEPHONE (203) 294-2828

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**INTEROFFICE MEMORANDUM**

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TO: MAYOR VINCENT CERVONI  
FROM: CHIEF JOHN J. VENTURA   
DATE: 10/15/26  
SUBJECT: DONATION – CHIEPPO  
CC: TIM SENA, FINANCE DEPARTMENT

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26 OCT 16 PM 12:31

RECEIVED  
COMPTROLLER  
TOWN OF WALLINGFORD

Ms. Patricia Chieppo made a donation to the police department in the amount of \$1,000.00. This donation was in memory of her late husband James Chieppo who was a strong supporter of the police department and the K9 program. We are grateful for her generosity and will certainly put the donation to good use.

I write to respectfully request that you place the donation before the town council for acceptance.

The necessary forms to appropriate the funds have been completed and are attached for your review. Copies of these forms have been forwarded to the finance department.

3d.

## Town of Wallingford

Honorable William W. Dickinson, Jr.  
Mayor, Town of Wallingford

Date: October 19, 2026

Request for: \_\_\_\_\_ Transfer of Funds  
                    X        Appropriation of Funds

Fund: \_\_\_\_\_   X   General  
                  \_\_\_\_\_ Other

Amount: \$5,520.~~09~~      To: Misc. Revenue      Account No: 1009052-47040

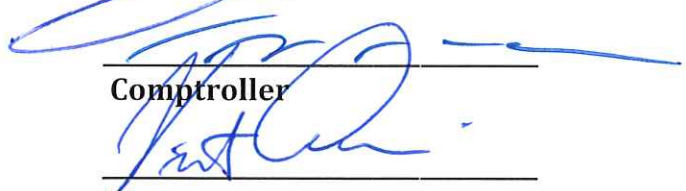
Amount: \$5,520.~~09~~      To: Police Overtime      Account No: 10020050-51400

Explanation: PER ATTACHED LETTER AS REQUIRED

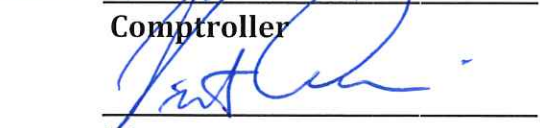
Submitted by:

  
\_\_\_\_\_  
Division/Department Head

Certified as to the availability of funds:

  
\_\_\_\_\_  
Comptroller

APPROVED: Subject to vote of Town Council

  
\_\_\_\_\_  
Mayor

### II. CERTIFICATION OF FINANCIAL TRANSACTION:

The transfer/appropriation of \$ \_\_\_\_\_ as detailed and authorized above and as approved by a vote of the Town Council in session hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Town Clerk



*Town of Wallingford, Connecticut*  
*Department of Police Services*

JOHN J. VENTURA  
CHIEF OF POLICE  
100 BARNES ROAD  
WALLINGFORD, CT 06492-3718  
TELEPHONE (203) 294-2828

RECEIVED  
COMPTROLLER  
TOWN OF WALLINGFORD  
26 OCT 20 11:32

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## INTEROFFICE MEMORANDUM

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TO: MAYOR WILLIAM W. DICKINSON, JR.  
FROM: CHIEF JOHN VENTURA   
DATE: OCTOBER 19, 2026  
SUBJECT: ACCEPTANCE OF OVERTIME REIMBURSEMENT FUNDS  
CC: MR. TIM SENA, COMPTROLLER

Sir,

Our agency has an officer assigned part-time to a Federal Taskforce.

From time to time, the officer so assigned incurs overtime expenses for work done while on the taskforce. For that overtime work, we are eligible for reimbursement up to a certain dollar amount over the course of the fiscal year.

We have now received reimbursement through an electronic transfer in the amount of \$5,520.~~09~~. I write to request that the funds be accepted by the Council and deposited into the account entitled Miscellaneous Revenue (Account 1009052-47040) and further, that our overtime expenditure account (Account 10020050-51400) be amended to reflect receipt of these funds as it is the account from which they were originally drawn from.

I have attached the requisite form for deposits and appropriations denoting the accounts to be adjusted. If any further information is needed, please let me know.

301

## Town of Wallingford

Honorable Vincent Cervoni  
Mayor, Town of Wallingford

Date: October 19, 2026

Request for: \_\_\_\_\_ Transfer of Funds  
                    X         Appropriation of Funds

Fund: \_\_\_\_\_   X   General  
                  \_\_\_\_\_ Other

Amount: <sup>10,549</sup>~~\$10,548.79~~       To: Revenue Highway Safety       Account No: 1002001-45208

Amount: <sup>10,549</sup>~~\$10,548.79~~       To: Police Overtime       Account No: 10020050-51400

Explanation: PER ATTACHED LETTER AS REQUIRED

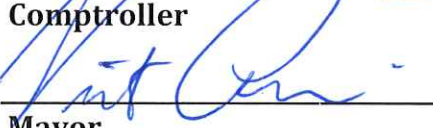
Submitted by:

  
\_\_\_\_\_  
Division/Department Head

Certified as to the availability of funds:

  
\_\_\_\_\_  
Comptroller

APPROVED: Subject to vote of Town Council

  
\_\_\_\_\_  
Mayor

### II. CERTIFICATION OF FINANCIAL TRANSACTION:

The transfer/appropriation of \$ \_\_\_\_\_ as detailed and authorized above and as approved by a vote of the Town Council in session hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Town Clerk



*Town of Wallingford, Connecticut*  
*Department of Police Services*

JOHN J. VENTURA  
CHIEF OF POLICE

100 BARNES ROAD  
WALLINGFORD, CT 06492-3718  
TELEPHONE (203) 294-2828

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**INTEROFFICE MEMORANDUM**

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TO: MAYOR VINCENT CERVONI  
FROM: CHIEF JOHN VENTURA   
DATE: 10/19/26  
SUBJECT: ACCEPTANCE OF GRANT FUNDS  
CC: MR. TIM SENA

This agency had previously applied for a Federal/State Highway Safety grant, entitled "2025/2026 Comprehensive DUI Enforcement Program". The grant, which is administered through the State Department of Transportation, is designed to increase local police staffing for the purpose of enforcing our driving under the influence laws.

The Expanded DUI Enforcement grant reimburses us our overtime expenditures made pursuant to the terms of the grant program; in this case our reimbursement is \$10,549.79. This grant program is nearly identical in nature to those from which we have previously received funds for the last several years.

We have now received reimbursement through an electronic transfer. I write to request that the funds be accepted by the Council and deposited into the revenue account entitled: Highway Safety (Account 1002001-45208) and further, that our overtime expenditure account (Account 10020050-51400) be amended to reflect receipt of these funds as it is the account from which they were originally drawn. I have attached the requisite form for deposits and appropriations denoting the accounts to be adjusted.

Would you please place this matter on the agenda for the next scheduled Council meeting? If any further information is needed, please let me know.

RECEIVED  
COMPTROLLER  
TOWN OF WALLINGFORD  
26 OCT 20 11:32



## Town of Wallingford, Connecticut

JAKE ARBORIO  
GENERAL MANAGER

DEPARTMENT OF PUBLIC UTILITIES  
ELECTRIC DIVISION  
100 JOHN STREET  
WALLINGFORD CT 06492

PHONE 203-294-2265  
FAX 203-294-2267

To: Rick Hendershot, Director of Public Utilities  
From: Jake Arborio, General Manager - Electric Division  
Date: October 6, 2026  
**Subject: Bid Waiver Request; E-J Electric Installation Co.**

The Electric Division requests approval for a waiver of bid to allow the Division to utilize *E-J Electric Installation Co.* of Wallingford, Ct.

The WED is in the process of creating an emergency response plan and at present, its current model is to utilize the NEPPA mutual assistance portal to contact participating utilities in the event of a storm or any other systemic need for utility construction activities. During these times, it is common for the surrounding utilities to be burdened with damage as well, thus straining their staffing and hindering their ability to assist when the WED needs it most. To provide flexibility and diversity in times of need, the WED requests a bid-waiver with E-J Electric Co. for the remainder of the fiscal year. E-J Electric currently resides in Wallingford and has performed work within the Wallingford electric system.

Thank you for your attention to this matter. Please let me know if there are any questions or if more information is needed.

5-1

10/20/26



## Town of Wallingford, Connecticut

JAKE ARBORIO  
GENERAL MANAGER

DEPARTMENT OF PUBLIC UTILITIES  
ELECTRIC DIVISION  
100 JOHN STREET  
WALLINGFORD CT 06492

PHONE 203-294-2265  
FAX 203-294-2267

To: Rick Hendershot, Director of Public Utilities  
From: Jake Arborio, General Manager - Electric Division  
Date: October 6, 2026  
Subject: ***Bid Waiver Request; McPhee Electric Ltd.***

The Electric Division requests approval for a waiver of bid to allow the Division to utilize McPhee Electric Ltd. of Farmington, Ct.

The WED is in the process of creating an emergency response plan and at present, its current model is to utilize the NEPPA mutual assistance portal to contact participating utilities in the event of a storm or any other systemic need for utility construction activities. During these times, it is common for the surrounding utilities to be burdened with damage as well, thus straining their staffing and hindering their ability to assist when the WED needs it most. To provide flexibility and diversity in times of need, the WED requests a bid waiver with McPhee Electric Ltd. for the remainder of the fiscal year. McPhee currently resides on the WED's approved vendor list and has also built a bulk of the WED's distribution system, which provides them with a unique knowledge of our distribution system. Additionally, McPhee was the preferred contractor for our underground facilities for several years.

Thank you for your attention to this matter. Please let me know if there are any questions or if more information is needed.

6-1

10/20/26



## Town of Wallingford, Connecticut

JAKE ARBORIO  
GENERAL MANAGER

DEPARTMENT OF PUBLIC UTILITIES  
ELECTRIC DIVISION  
100 JOHN STREET  
WALLINGFORD CT 06492

PHONE 203-294-2265  
FAX 203-294-2267

To: Rick Hendershot, Director of Public Utilities  
From: Jake Arborio, General Manager - Electric Division  
Date: October 6, 2026  
Subject: *Bid Waiver Request; AT&T Cellular Plan*

Periodically, the WED evaluates its recurring mobile phone plan to ensure that it receives the most cost-effective solution. In addition to the cellular component, it was discovered that the copper phone line within the 100 John Street facility was not going to be supported, which feeds our fax lines. This will now need to be transitioned to a cellular option as well.

An analysis was carried out between AT&T, Verizon, and our current provider, T-Mobile. It was found that, including the on-site requirements, AT&T was the least costly supplier who could provide service meeting our requirements. In addition, AT&T has strong emergency/outage support capabilities including temporary loaner phones, aerial signal support, and vehicle-based signal booster units should a widespread power outage occur.

While there will be an initial cost incurred to transition to the new hardware, ROI will be reflected within 11.2 months. Please note the attached cost breakdown. Lastly, this waiver shall replace the existing T-Mobile bid waiver once all charges have been paid.

Thank you for your attention to this matter. Please let me know if there are any questions or if more information is needed.

CLM 7-1  
10/20/26



## Town of Wallingford, Connecticut

JAKE ARBORIO  
GENERAL MANAGER

DEPARTMENT OF PUBLIC UTILITIES  
ELECTRIC DIVISION  
100 JOHN STREET  
WALLINGFORD CT 06492

PHONE 203-294-2265  
FAX 203-294-2267

Future (if):

| Future   |                    |       |           |           |          |         |             |
|----------|--------------------|-------|-----------|-----------|----------|---------|-------------|
|          | device             | count | mrc       | discounts | reg char | e911    | total       |
| T-MOBILE | iphone             | 25    | \$ 35.00  | \$ (5.60) | \$ 3.99  | \$ 0.75 | \$ 853.50   |
|          | ipad               | 15    | \$ 23.50  | \$ (3.60) | \$ 1.60  | \$ -    | \$ 322.50   |
|          | CN80               | 3     | \$ 15.00  | \$ (2.40) | \$ 3.99  | \$ 1.10 | \$ 53.07    |
|          | MDM                | 1     | \$ 450.00 | \$ -      | \$ -     | \$ -    | \$ 450.00   |
|          | IoT                | 3     | \$ 10.00  | \$ -      | \$ -     | \$ -    | \$ 30.00    |
|          | total MRC with tax |       |           |           |          |         | \$ 1,709.07 |

| Future (cell) |                    |       |          |           |          |         |             |
|---------------|--------------------|-------|----------|-----------|----------|---------|-------------|
|               | device             | count | mrc      | discounts | reg char | e911    | total       |
| AT&T          | iphone             | 25    | \$ 35.99 | \$ (8.33) | \$ 3.99  | \$ 0.75 | \$ 810.00   |
|               | ipad               | 15    | \$ 15.00 | \$ (3.13) | \$ 3.74  | \$ -    | \$ 234.15   |
|               | CN80               | 3     | \$ 15.00 | \$ -      | \$ 3.74  | \$ -    | \$ 56.22    |
|               | MDM                | 43    | \$ 3.00  | \$ -      | \$ -     | \$ -    | \$ 129.00   |
|               | IoT                | 3     | \$ 9.99  | \$ -      | \$ -     | \$ -    | \$ 29.97    |
|               | total MRC with tax |       |          |           |          |         | \$ 1,259.34 |

| Future (Pots) |                    |       |           |           |          |         |           |
|---------------|--------------------|-------|-----------|-----------|----------|---------|-----------|
|               | device             | count | mrc       | discounts | reg char | e911    | total     |
| AT&T          | POTs               | 7     | \$ 28.50  | \$ -      | \$ 3.99  | \$ 0.75 | \$ 232.68 |
|               | annual(fax)        | 3     | \$ 300.00 | \$ -      | \$ -     | \$ -    | \$ 900.00 |
|               | 5G booster         | 1     | \$ 29.99  | \$ -      | \$ 3.74  | \$ -    | \$ 33.73  |
|               | 1 time fee         | 7     | \$ 99.00  | \$ -      | \$ -     | \$ -    | \$ 693.00 |
|               | 1 time fee         | 7     | \$ 0.99   | \$ -      | \$ -     | \$ -    | \$ 6.93   |
|               | total MRC with tax |       |           |           |          |         | \$ 232.68 |

7-2  
10/20/26



## Town of Wallingford, Connecticut

JAKE ARBORIO  
GENERAL MANAGER

DEPARTMENT OF PUBLIC UTILITIES  
ELECTRIC DIVISION  
100 JOHN STREET  
WALLINGFORD CT 06492

PHONE 203-294-2265  
FAX 203-294-2267

Additional equipment cost with ATT  
25 ipones 16: \$189 after trade-in  
15 Ipad A16 x \$99.99 = \$1,499.85  
big signal booster \$1,599.99

| Future             |        |       |          |           |          |         |             |
|--------------------|--------|-------|----------|-----------|----------|---------|-------------|
| Verizon            | device | count | mrc      | discounts | reg char | e911    | total       |
|                    | iphone | 25    | \$ 36.99 | \$ -      | \$ 3.99  | \$ 0.75 | \$ 1,043.25 |
|                    | ipad   | 15    | \$ 20.00 | \$ -      | \$ 3.99  | \$ 0.75 | \$ 371.10   |
|                    | CN80   | 3     | \$ 36.99 | \$ -      | \$ 3.99  | \$ 0.75 | \$ 125.19   |
|                    | MDM    | 43    | \$ 3.00  | \$ -      | \$ -     | \$ -    | \$ 129.00   |
|                    | IoT    | 3     | \$ 10.00 | \$ -      | \$ -     | \$ -    | \$ 30.00    |
| total MRC with tax |        |       |          |           |          |         | \$ 1,698.54 |

REVIEW 7-3  
MURRAY 10/20/26



# TOWN OF WALLINGFORD

James R. Hutt, Jr.  
Human Resources Director  
Telephone (203) 294-2080  
Fax (203) 294-2084

31

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## MEMORANDUM

**TO:** Mayor Vincent Cervoni  
**FROM:** James R. Hutt, Jr., Human Resources Director  
**DATE:** October 19, 2026  
**SUBJECT:** Revised Job Description – Fire Inspector

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I respectfully request permission to approach the Town Council at the October 27, 2026 meeting to obtain its approval of the revised job description for the position of Fire Inspector. A copy of the draft revision is attached.

Fire Chief James Buck and I will be at the Council Meeting to answer any questions that may arise.

Please contact me should you have any questions or need additional information.

JRH/

Attachment

cc: James Buck, Fire Chief

**FIRE INSPECTOR**  
**Town of Wallingford**

**POSITION TITLE: FIRE INSPECTOR**

**DEPARTMENT: Fire**

**GENERAL STATEMENT OF DUTIES:** Performs inspections within the jurisdiction of the Fire Marshal's Office to determine that all Town Ordinances, State Statutes (Chapter 541 and Codes promulgated under the provisions of certain Statutes) and other regulations pertaining to the protection of life and property from fires have been complied with. Inspect buildings ~~as assigned which are regulated by the Connecticut Fire Safety and Prevention Codes and CGS 29-305. This includes industrial, Commercial, educational, multi-family residential and medical occupancies.~~ Records inspections and **Fire Safety and Fire Prevention** Code violations which must be maintained and forwarded to the Fire Marshal and/or Deputy Fire Marshal so that Abatement Orders can be issued when required. ~~Qualified to conduct fire prevention and fire drill educational programs in schools, institutional buildings and industries. Assists the Fire Marshal and Deputy Fire Marshals in maintaining permanent records as required by State Statute and Local Ordinance.~~ **with fire drills, public life safety education programs and fire investigations as directed by the Fire Marshal and/or Deputy Fire Marshal in accordance with CGS 29-302.**

**SUPERVISION RECEIVED:** Works under the direct supervision of the Fire Marshal and Deputy Fire Marshal.

**SUPERVISION EXERCISED:** None, except as assigned.

**REQUIRED QUALIFICATIONS, KNOWLEDGE, SKILLS AND ABILITIES: ABILITY:** A knowledge of modern fire fighting equipment and methods; fire prevention methods; a knowledge of rules and ordinances pertaining to the Wallingford Fire Department; of training methods and techniques for Fire Department personnel. ~~The Good knowledge of local building codes, construction materials, and fire prevention methods to recognize existing and potential fire hazards in a wide variety of structures and related installations. Good knowledge of the Connecticut Fire Safety and Prevention Codes and CGS 29-305. Good ability to analyze, evaluate and investigate data and information, make determinations, and present findings in oral or written form. Good knowledge of the rules, regulations, policies, and procedures of the Fire Marshal's Office and the Wallingford Fire Department as well as relevant Town Ordinances; Considerable ability to develop and maintain effective working relationships with co-workers, officials, associates and the general public; Good ability to prepare written reports and records; a knowledge of State Fire Safety Codes and the rules and ordinances of the Town of Wallingford pertaining to fire safety. Must obtain necessary State certification as soon as possible after appointment.~~

**MINIMUM QUALIFICATIONS EXPERIENCE AND TRAINING:** High School graduate ~~or possess a General Equivalency Diploma (GED) with four (4) years' experience as a career member of the Wallingford Fire Department, or a volunteer firefighter with the Wallingford Fire Department with four (4) years experience as a career firefighter with another fire department. EMT's with 4 years' experience as a career member with the Wallingford Fire Department must meet the minimum eligibility criteria provided for in CGS Section 29-298(a); must have minimum of four years as a paid Fire Fighter. Must have some experience and/or training in the building construction field, an equivalent combination of experience and training may also be acceptable.~~

**FIRE INSPECTOR**  
**Town of Wallingford**

**PHYSICAL REQUIREMENTS: Town of Wallingford Fire Department members who have a current passing annual physical exam shall be considered to meet the physical requirements for the position.**

**New employees must be able to meet the National Fire Protection Association's 1582 Standard. Two categories of medical requirements exist: Category A and Category B. Category A conditions will preclude an individual from performing firefighting operations. Category B conditions must be evaluated on a case-by-case basis to allow the Fire Department physician to determine if the medical condition would prevent that person from performing firefighting duties. Must be able to meet and maintain the requirements of the Occupational Safety and Health Administration's Standards for Respiratory Protection (29 CFR 1910.134) as amended.**

~~Considerable agility and endurance; freedom from disease or abnormality which tends to impair health or usefulness. A medical evaluation will be required.~~

**SPECIAL REQUIREMENTS: Must possess and maintain State of Connecticut Fire Marshal Certification. An employee who does not possess State of Connecticut Fire Marshal Certification may be provisionally appointed to this position by the Fire Chief. A provisionally appointed employee must complete the first available module for Fire Code Inspector with the State Fire Marshal. Said module must be successfully completed and certification received before the employee can be appointed as a Fire Inspector.**

**Must possess and maintain a valid State of Connecticut Motor Vehicle Operator's License.**



OFFICE OF THE MAYOR  
TOWN OF WALLINGFORD  
CONNECTICUT

31.

Vincent Cervoni  
Mayor

45 South Main Street  
Wallingford, CT 06492  
Phone: (203) 294-2070

October 19, 2026

Wallingford Town Council  
45 South Main Street  
Wallingford, CT 06492

Attn: Vincent Testa, Chairman

Dear Council Members:

This letter serves as official notice of the reappointment of Ms. Jane Fisher to the Board of Ethics. Her three-year term begins immediately and will conclude on October 19, 2029.

Ms. Fisher has been a dedicated and valuable member of the Board for many years. I kindly request that her reappointment be confirmed at the Town Council Meeting scheduled for October 27, 2026.

Sincerely,

Vincent Cervoni  
Mayor

cc: Ms. Jane Fisher



OFFICE OF THE MAYOR  
TOWN OF WALLINGFORD  
CONNECTICUT

3K.

Vincent Cervoni  
Mayor

45 South Main Street  
Wallingford, CT 06492  
Phone: (203) 294-2070

October 19, 2026

Wallingford Town Council  
45 South Main Street  
Wallingford, CT 06492

Attn: Vincent Testa, Chairman

Dear Council Members:

This letter serves as official notice of the appointment of Ms. Maria Harlow to the Board of Ethics. Her three-year term begins immediately and will conclude on October 19, 2029.

Ms. Harlow has been a dedicated and valuable alternate member of the Board for many years. I kindly request that her appointment as a regular member be confirmed at the Town Council Meeting scheduled for October 27, 2026.

Sincerely,

Vincent Cervoni  
Mayor

cc: Ms. Maria Harlow

TOWN OF WALLINGFORD, CONNECTICUT  
**TOWN COUNCIL MEETING**  
 Robert F. Parisi Council Chambers  
**October 13, 2026**  
**6:30 P.M.**  
**RECORD OF VOTES AND MINUTES**

The Town Council Meeting on Tuesday, October 13, 2026, was called to order at 6:36pm. The Pledge of Allegiance was said. Councilors in attendance were Autumn Allinson, Samuel Carmody, Craig Fishbein, Thomas Laffin, Jesse Reynolds, Melanie Rossacci (remote), Christina Tatta and Chairman Vincent F. Testa, Jr. Mayor Vincent Cervoni, Town Attorney Geoffrey Einhorn, Comptroller Tim Sena and Acting Town Clerk, Leanna Gnazzo were also present.

1. Pledge of Allegiance
2. Roll Call

There was a presentation from Coalition for Better Wallingford for Red Ribbon Week. Nicolina Cotto, Youth Sector Representative and Diane Tourangeau, Coalition for Better Wallingford board member addressed the Council. Red Ribbon Week is the oldest drug prevention campaign, celebrated every year from October 23 – October 31. The main goal being to encourage a drug-free lifestyle and spread awareness. They encourage everyone to participate in their upcoming events.

3. Consent Agenda

- 3a. Consider and approve Tax Refunds totaling \$8,647.49 (#188-227) – Tax Dept.
- 3b. Acceptance of donation from J. Michael Johnson and consider and approve Appropriation of funds in the amount of \$2,000 to Revenue Donations-Police, Acct. #2502002-47152 and to Expense Donations-Police, Acct. #25020050-58830-10135 – Police Dept.
- 3c. Acceptance of donation from J. Michael Johnson for Self-Contained Breathing Apparatus accessories and consider and approve Appropriation of funds in the amount of \$10,000 to Revenue Account-Donations, Acct. #2502002-47152 and to Expense Account-Fire Department Program Expenditures, Acct. #25020150-58830-TBD – Fire Dept.
- 3d. Acceptance of WECARE Playful Cruisers registration fees and consider and approve Appropriation of funds in the amount of \$660 to Revenue, Acct. #2134002-47152 and to Expenditures, Acct. #21340100-58830 – Youth and Social Services
- 3f. Approve Minutes of September 22, 2026 Regular Town Council Meeting.

**MOTION WAS MADE TO approve Consent items 3a – 3d and 3f.**

**Councilor Tatta asked to be recused from 3c but approves of the rest of the items.**

**MADE BY: CARMODY**

**SECONDED BY: REYNOLDS**

**THERE WAS A VOICE VOTE. ALL COUNCILORS PRESENT VOTED AYE.**

**MOTION: PASSED**

4. **Items Removed from the Consent Agenda**
5. **PUBLIC QUESTION & ANSWER PERIOD**

Larry Kellog addressed the Council and gave thanks for the painting of crosswalks that was completed. He would like to see additional signage placed near the crosswalks, especially near the elementary schools.

6. **Chairman's Update**
  - a. Golden Fox Theatre
  - b. Parker Farms/Route 150 Intersection
  - c. Sidewalk repair and replacement program
  - d. Property purchased on Route 150 in Yalesville to support a new crossing to the Linear Trail

Chairman Testa asked for the Chairman's Update so he could specifically address these items. (a) Mayor stated there has been no change since the last meeting with Golden Fox Theatre. (b) As discussed in Public Question & Answer Period with Larry Kellogg, crosswalks have been painted. (c) regarding sidewalk repair, there are no guidelines to the specificity of a raised lip on a sidewalk, but any concerns should be reported to the Engineering Department. Chairman Testa reiterated that Wallingford is one of the few towns that has a sidewalk replacement program within the budget for scheduled repairs. (d) Chairman Testa asked for an update on the property. Mayor answered that the Fire Department had completed training there and the house is slated for demolition.

7. **To conduct a public hearing to consider and act on an ordinance concerning Property Tax Exemption for Certain Farm Machinery and Farm Buildings – Law Dept.**

Corporation Counsel Janis Small and Wallingford Tax Assessor Kevin Coons addressed the Council. Legislature increased the number of allowable exemptions, and the ordinance is proposing to make those increases. Kevin Coons stated there are 10 farming organizations in Wallingford that would benefit from this program. They are looking to increase the exemption to \$250,000 on farm equipment and \$500,000 on farm buildings. Councilor Fishbein asked to clarify if this is an exemption and not a deferral. Mr. Coons stated that it is an exemption. Currently, if a building is assessed exclusively for farm use and it's assessed at \$250,000, the first \$100,00 would be exempt and the difference would be

taxable. This ordinance would also benefit local vineyards. Councilor Tatta asked what the amount of taxes would be that the town would forego if the ordinance was passed. Mr. Coons calculated a little over \$80,000 in tax revenue. Councilor Carmody expressed his support to our farms and wants to make sure the program is available to all who qualify. Councilor Reynolds would like to help reduce costs to farmers, as they are usually a family-owned business and would like to provide benefits to stay in Wallingford. Councilor Laffin feels this is what government can do to help farmers and agriculture. He's happy we are maxing out what Wallingford can do, in this case.

**MOTION WAS MADE TO approve an ordinance concerning property tax exemption for certain farm machinery and farm buildings.**

**MADE BY: CARMODY**

**SECONDED BY: REYNOLDS**

**ROLL CALL**

**ALLINSON: AYE**

**CARMODY: AYE**

**FISHBEIN: AYE**

**LAFFIN: AYE**

**REYNOLDS: AYE**

**RIVARD: ABSENT**

**ROSSACCI: AYE**

**TATTA: NAY**

**TESTA: AYE**

**7 – AYE**

**1 – NAY**

**1 – ABSENT**

**MOTION PASSED**

Chairman Testa returned to an item overlooked during the consent agenda. Two donations were received from J. Michael Johnson in the amount of \$2000 to the Wallingford Police Department and \$10,000 to the Wallingford Fire Department for self-contained breathing apparatuses. Chairman Testa wanted to publicly express his appreciation to Mr. Johnson and his business.

8. Consider and approve new job description – Safety and Risk Management Coordinator – Human Resources

**MOTION WAS MADE TO approve a new job description for safety and risk management coordinator.**

**MADE BY: CARMODY**

**SECONDED BY: REYNOLDS**

Human Resources Director Jim Hutt and Risk Manager Kurt Treiber addressed the Council seeking approval of a job description for Safety and Risk Management Coordinator with an annual salary range of \$85,431 - \$108,409. The position was presented to the Council during fiscal year 2027 budget and was approved by the Council with a funding of six months. The filling of the position would not be until January 2027.

Councilor Fishbein asked about the new position and participating in meetings in a hybrid capacity or attending in person. Mr. Hutt stated that is a management decision. Councilor Fishbein feels it makes sense to be more specific on this topic.

Councilor Rossacci asked if the job would include inspections on current construction projects in town. Mr. Hutt clarified they would be inspecting existing buildings not construction related inspections.

Councilor Tatta asked if this position is being created for the purpose of succession planning. Mr. Hutt explained that that is a small part of it, as the current management in Human Resources will be retiring in the next 5 years. Councilor Tatta expressed concern over creating a new union position, as once created, it will be there forever.

Councilor Fishbein asked what portion of the description says that this individual would not inspect construction projects. Mr. Hutt explained they tried to make the description as broad as possible. The position is not for a trained Engineer or Construction Inspector. The applicant will need to be familiar with worker's compensation, safety and risk.

Councilor Tatta asked for clarification on the salary range and what the total cost would be, including benefits. Mr. Hutt explained that it would depend on what class size they are for insurance and if they even take our insurance. The applicant may be in a position where insurance is not needed and would not be a cost to the town.

Councilor Fishbein asked for clarification on the word "considerable" in the job description and what constitutes something to be considerable. Mr. Hutt explained that the person being hired may have experience in one aspect and less in another. The individual would be given experience to grow on the job.

#### **ROLL CALL**

**ALLINSON: AYE**

**CARMODY: AYE**

**FISHBEIN: NAY**

**LAFFIN: AYE**

**REYNOLDS: AYE**

**RIVARD: ABSENT**

**ROSSACCI: AYE**

**TATTA: NAY**

**TESTA: AYE**

**6 – AYE**  
**2 – NAY**  
**1 – ABSENT**

**MOTION PASSED**

Chairman Testa asked Sheila Tierney to speak on the sidewalks as she did not have the opportunity during the Chairman's Report. Ms. Tierney asked for an update and specific guidelines that constitute a risk and if the Engineering Department will be developing guidelines regarding the condition of the sidewalks. Mayor answered they would not at this time. Ms. Tierney asked what the time frame is from when an inspection request is submitted to the time it takes for an inspector to go to the property. Chairman Testa answered he was told as soon as someone can get there. There are no specific guidelines for that.

9. Discussion and possible action regarding tentative agreement for successor pension contract between Town of Wallingford and Local 1570, AFSCME effective from July 1, 2026 to October 13, 2029 – Human Resources

Human Resources Director Jim Hutt addressed the Council seeking approval of a 3-year pension contract extension with the Police Union Local 1570 of ASME from July 1, 2026 – June 30, 2029. There are few changes to the language pertaining to the IRS code that was provided by the town's pension attorney. There are no substantive changes to the benefit.

10. Consider and approve Appropriation of funds in the amount of \$50,000 from CAP & NON, Fund 301 to Exp.-Industrial Egress Study, Acct. #30102027-57000-TBD – Economic Development

**MOTION WAS MADE TO approve an appropriation of funds in the amount of \$50,000 from CAP & NON, Fund 301 to Exp.-Industrial Egress Study, Acct #30102027-57000.**

**MADE BY: CARMODY**  
**SECONDED BY: REYNOLDS**

Economic Development Specialist Don Crouch addressed the Council. The Town of Wallingford is pursuing a \$250,000 Economic Development Administration Grant for the John Street Bridge egress and resiliency planning. The request is for a 20% match required by the \$250,000 grant. The purpose of the grant is to help address needs assessment feasibility analysis on what will be required to be replaced or enhanced on the John Street Bridge and create a viable alternate access and egress routes, potential economic impacts on bridge disruption and impacts on large businesses such as Amazon, Ulbrich Steel and Wallingford Public Utilities.

Councilor Tatta expressed appreciation for this item on the Agenda. She asked about a plan to extend the road to go out to Toelles Rd and then connect directly to exit 13 on ramp. Mr. Crouch confirmed that this would be part of the grant.

Councilor Carmody asked when we would hear if the grant was awarded. Mr. Crouch stated the original date was December but the federal government moved it up a couple of months. He expects to hear something soon and begin the process of bidding out for consultants.

Chairman Testa clarified that we are pursuing a grant for \$250,000 to initiate a study focused on the John Street Bridge and issues related to egress for the town from Route 5. Part of the requirement is a 20% contribution of \$50,000. The bridge was inspected last year and is safe.

**ROLL CALL**

**ALLINSON: AYE**

**CARMODY: AYE**

**FISHBEIN: AYE**

**LAFFIN: AYE**

**REYNOLDS: AYE**

**RIVARD: ABSENT**

**ROSSACCI: AYE**

**TATTA: AYE**

**TESTA: AYE**

**8 – AYE**

**0 – NAY**

**1 – ABSENT**

**MOTION PASSED**

11. Consider and approve the placement of bicycle racks on the Parade Grounds – Mayor

**MOTION WAS MADE TO approve the placement of bicycle racks on the Parade Grounds.**

**MADE BY: CARMODY**

**SECONDED BY: REYNOLDS**

Economic Development Specialist Don Crouch and Town Planner Kevin Pagini addressed the Council. Mr. Pagini explained we have been working with Connecticut Main Street to identify ways to initiate more walkability in downtown Wallingford and provide alternatives for cyclists to secure their bikes on bicycle racks instead of light poles. We have been working with Wallingford Center Inc to determine the location of the 13 new bicycle racks from the historic train station park to the Parade Grounds and across to Simpson Court. Bicycle rack options include artistic, engraved bicycle racks that say Wallingford, bicycle racks that look like bicycles, and standard slotted U-shaped bicycle racks, in the colors of red and yellow. Approval is needed from the Council to place two bicycle racks on the Parade Grounds. Installation will be completed and donated by Choate Rosemary Hall.

Councilor Tatta expressed displeasure with the color choice and would have preferred Hunter Green to match the esthetic of downtown Wallingford.

Councilor Fishbein asked for an explanation of Connecticut Main Street and their organization. Mr. Crouch explained that Connecticut Main Street meets with Wallingford Center Inc and the Town Planner to analyze how we are doing as a town and a community for the downtown. We have been ranked in the top 10 most walkable downtowns. There was discussion on the placement of the bicycle racks which would be between the road and the sidewalk. Councilor Fishbein stated he wished Council had been a part of discussion from the beginning to pick the colors.

Barbara Kapi asked about the impact of the bicycle racks and the events held on the Parade Grounds put on by Wallingford's Public Celebration Committee. Chairman Testa explained there would be no impact on the events. The Council could restrict cyclists from riding through the event like they request no dog walking during events.

#### **ROLL CALL**

**ALLINSON: AYE**

**CARMODY: AYE**

**FISHBEIN: NAY**

**LAFFIN: AYE**

**REYNOLDS: AYE**

**RIVARD: ABSENT**

**ROSSACCI: AYE**

**TATTA: NAY**

**TESTA: AYE**

**6 – AYE**

**2 – NAY**

**1 – ABSENT**

#### **MOTION PASSED**

12. Presentation from Chief Timothy Wall regarding new State Statutes authorizing additional EMT/Firefighter tax abatements and/or exemptions – Chairman Testa

Councilor Tatta recused herself from the discussion.

Volunteer Fire Chief Tim Wall and William Celata from Volunteer Fire Chief Company 8 addressed the Council. In doing research for initiatives and benefits for the volunteer fire service, EMT's and police officers, General Statutes 1281W and 1281X were brought to attention. Chief. Wall and Chief. Celata are asking the Council to consider General Statute 1281X for property tax abatement for the surviving spouse of a police officer, firefighter, or emergency medical technician who has died in the line of duty.

Chief Wall wanted to bring this to the Council's attention and determine the next course of action. Chairman Testa explained the next course of action would be to forward to the Ordinance Committee for review. Councilor Reynolds, Chairman of the Ordinance Committee advised the next meeting would be the 1<sup>st</sup> Tuesday of December.

13. Discussion regarding the status of the potential consolidated high school as it relates to possible Town Council action – Councilor Tatta

Councilor Tatta stated that she, Councilor Fishbein, Councilor Carmody and Councilor Rossacci have asked for this item to be placed on the agenda to update the public on the Council's role in the consolidation of the high schools. This is a big issue in town and the councilors wanted to clarify that there is no action that can be voted on by the Council until they are presented with something from the Board of Education. Another issue is how the money the project would be appropriated. If the Mayor vetoes but the Council approves, does the project move forward? Lastly, the issue of a referendum to vote on the consolidation of the high schools.

Councilor Laffin has been advocating for a referendum. He feels this is a decision that should be voted on by the community.

Councilor Carmody acknowledged the project is a huge undertaking and feels we should have transparency as much as possible. He supports a referendum, so the people have a chance to vote.

Councilor Rossacci would like to open up the Charter. She feels large projects like this should automatically go to referendum.

Councilor Fishbein addressed the short time frame we have to go through the process of initiating a referendum.

Councilor Reynolds is in favor of a townwide referendum to make a decision. He feels regardless of a time frame, if an issue is important to an individual, they will show up to vote in November.

14. Discussion and possible action on developing a standard operating procedure for town staff to follow when they have received a communication from a member of the public including a forwarding directive intending dissemination to the Town Council, as well as to possibly others – Councilor Fishbein

Councilor Fishbein wanted to discuss directives from the public to forward email communications to the Town Council or other departments. As well as respond to the requestor that their email has been forwarded. He feels this could create a problem if an email was inadvertently not forwarded to Council or a certain department. If a member of the public emails pictures of sidewalks needing repair and the email was not properly forwarded, this could put the clerk in the middle of being a witness to the notice. He would like to alleviate the possibility of that.

Mayor clarified that the Charter states the Town Clerk is the clerk of the Town Council. The Council has the authority to direct the Town Clerk. If a resident has an issue, it should be up to the Town Council to direct the clerk on how to handle that request. There are certain notices that go to the Town Clerk by statute and must follow a statutory procedure. If it is a matter of filing a Claim against the town, that would be directed to the Town Clerk's office.

Acting Town Clerk Leanna Gnazzo addressed the Council with an example of a resident asking for an email to be forwarded to Council and any other relevant departments. Also, emails asking for personal email contact information for Boards and Commissions. Ms. Gnazzo stated she did not feel comfortable making assumptions and would not forward to unspecified departments and would not give out personal information. She advised the resident to contact the Commission directly and they would provide the information to the members.

Corporation Counsel Janis Small added that the Town Clerks does not answer for other departments and doing so makes her the middleman. Since the Town Clerk is acting as the Council's secretary, it would be appropriate for the Council to advise on how to handle those scenarios.

15. Executive Session pursuant to General Statutes §1-200(6)(D) and §1-225(f) for discussion with respect to the purchase of property – Law Dept.
16. Executive Session pursuant to General Statutes §1-225(f) and §1-200 (6)(B) regarding strategy and negotiations with respect to the pending tax appeal matters of *Wal-Mart Real Estate Business Trust v. Town of Wallingford* and *Connecticut Proton Therapy Center, LLC v. Town of Wallingford* – Law Dept.

**MOTION WAS MADE TO enter Executive Session pursuant to General Statutes §1-200(6)(D) and §1-225(f) for discussion with respect to the purchase of property and pursuant to General Statutes §1-225(f) and §1-200 (6)(B) regarding strategy and negotiations with respect to the pending tax appeal matters of *Wal-Mart Real Estate Business Trust v. Town of Wallingford* and *Connecticut Proton Therapy Center, LLC v. Town of Wallingford* at 8:56 PM**

**MADE BY: CARMODY**

**SECONDED BY: REYNOLDS**

**THERE WAS A VOICE VOTE. ALL COUNCILORS PRESENT VOTED AYE.**

**MOTION: PASSED**

**MOTION WAS MADE TO COME OUT OF EXECUTIVE SESSION AT 10:20 PM.**

**MADE BY: CARMODY**

**SECONDED BY: REYNOLDS**

**THERE WAS A VOICE VOTE AND ALL MEMBERS THAT WERE PRESENT WERE IN FAVOR**

**Time of Executive Session: 8:56 PM to 10:20 PM**

**Attendance at Executive Session:**

**ALLINSON  
CARMODY  
FISHBEIN  
LAFFIN  
REYNOLDS  
ROSSACCI (REMOTE)  
TATTA  
TESTA**

**MAYOR VINCENT CERVONI  
TOWN ATTORNEY, GEOFFREY EINHORN  
CORPORATION COUNSEL, JANIS SMALL  
COMPTROLLER, TIM SENA**

The meeting was adjourned at 10:20 PM.

Meeting digitally recorded.

Respectfully submitted,

Leanna Gnazzo  
Acting Town Clerk

---

Vincent F. Testa, Jr., Chairman

---

Leanna Gnazzo, Acting Town Clerk

*Individuals in need of auxiliary aids for effective communication in programs and services of the Town of Wallingford are invited to make  
Their needs and preferences known to the ADA Compliance Coordinator at 203-294-2070 five days prior to meeting date.*

6,



## *Town of Wallingford, Connecticut*

DEPARTMENT OF PARKS & RECREATION  
6 FAIRFIELD BOULEVARD  
WALLINGFORD, CT 06492

P (203) 294-2120  
F (203) 294-2127  
[wallingfordct.myrec.com](http://wallingfordct.myrec.com)

**Kenny Michaels, CCMO**  
Director of Parks & Recreation

**Shawn Keogh, CPRP, CCMO**  
Superintendent of Recreation

**Bob Kilpatrick, CPRP**  
Recreation Program Specialist

**Maxwell Robbins, CPRP**  
Recreation Program Specialist

October 16, 2026

Honorable Mayor Vincent Cervoni  
Town of Wallingford  
45 South Main Street  
Wallingford, CT 06492

Dear Mayor,

I am requesting placement on the next Town Council meeting agenda seeking approval to name the softball field #1 at Pragemann Park after Stanley Shepardson. Stan Shepardson was hired in March 1967 to become Superintendent of the town's Parks and Recreation department. He was named the town's first full-time Director of Parks and Recreation after several years on the job and has spent his entire 28-year career in Wallingford, retiring in September of 1995. Stan even extended his retirement date to ensure the sale and transaction of our current home at 6 Fairfield Blvd was completed.

It is only fitting for Shepardson Field to be at Pragemann as it has special significance. It was one of the first major expansions Stan oversaw as the town's softball leagues were growing, so there is a meaningful connection between that space and his work. With the request from the Shepardson family, the unanimous support and approval from the Parks and Recreation Commission, the Parks and Recreation Department would request the Town Council accept the naming of the Pragemann Park Softball Field #1 to the Stan Shepardson Field at the next council meeting.

Thank you for your consideration.

Sincerely,

Kenny Michaels  
Director of Parks and Recreation  
Wallingford Parks and Recreation Department

## Loriann Ouellette

---

**From:** Kenny Michaels  
**Sent:** Friday, October 16, 2026 1:29 PM  
**To:** Loriann Ouellette  
**Subject:** FW: Agenda Request & Family Proposal: honoring Former Parks & Recreation Director Stanley Shepardson

Kenny Michaels M.S., CCMO  
Director of Parks & Recreation  
Town of Wallingford  
203-294-2120  
[www.wallingfordct.myrec.com](http://www.wallingfordct.myrec.com)



**From:** Kim Jager <[kimjager@cox.net](mailto:kimjager@cox.net)>  
**Sent:** Monday, October 5, 2026 4:58 PM  
**To:** Kenny Michaels <[k.michaels@wallingfordct.gov](mailto:k.michaels@wallingfordct.gov)>  
**Cc:** Don Crouch <[don.crouch@wallingfordct.gov](mailto:don.crouch@wallingfordct.gov)>; Shepardson Scott <[jsshep@hotmail.com](mailto:jsshep@hotmail.com)>  
**Subject:** Fw: Agenda Request & Family Proposal: honoring Former Parks & Recreation Director Stanley Shepardson

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Kenny,

I'm Kim Shepardson Jager, Scott's sister and Stan's daughter. Scott had surgery this morning to repair his rotator cuff and asked me to respond to your email.

Thank you for getting back to us! My father began his career in Wallingford in March 1967, arriving, as he always remembered it, "during a blizzard." I wasn't even two years old, and my mother was pregnant with my brother.

He retired 28 years later, in September 1995, after postponing his planned February retirement to help ensure the purchase of the Parks & Recreation facility you are in today. I believe our handprints may still be in the cement!

If you're looking for more information about his years with the town, the Hartford Courant published an article about him at the time of his retirement. <https://www.courant.com/1995/02/17/wallingford-recreation-chief-delays-retirement/>. Scott also did a wonderful job in his proposal summarizing Dad's accomplishments as Director of Parks & Recreation. During his tenure, he helped transform what had been a fledgling, unorganized department into a major part of life in Wallingford. Recreation programming grew to more than 600 offerings, accompanied by the development and expansion of

major sports facilities to support the town's many leagues, camps, and events. The department ultimately earned recognition throughout New England.

As his family, we lived it all alongside him and saw firsthand the pride he took in the department and how deeply committed he was to the Wallingford community.

After retiring, Dad lasted about six months at home before my mother told him he needed to get another job! He went on to work for Aetna and United Healthcare for about another ten years before fully retiring to enjoy the grandchildren who were beginning to arrive. He and my mother moved to Windsor about 15 years ago to be closer to my brother and I and our families. In more recent years, he devoted himself to caring for my mother, who had rheumatoid arthritis, until she passed away last September following complications from a fall in which she broke her ankle.

We're certainly open to suggestions from others about an appropriate location, but Pragemann has special significance. If my memory is correct, it was one of the first major expansions Dad oversaw as the town's softball leagues were growing, so there is a meaningful connection between that space and his work.

More than anything, I know it would mean the world to my father to know that, nearly 60 years after he first came to Wallingford, his 28 years of service and dedication to the community are still remembered and appreciated.

Thank you again for considering this.

Warmly,

Kim Shepardson Jager

**From:** Kenny Michaels <[k.michaels@wallingfordct.gov](mailto:k.michaels@wallingfordct.gov)>

**Date:** October 5, 2026 at 2:05:45 PM EDT

**To:** Scott Shepardson <[jsshep@hotmail.com](mailto:jsshep@hotmail.com)>

**Cc:** Don Crouch <[don.crouch@wallingfordct.gov](mailto:don.crouch@wallingfordct.gov)>

**Subject:** RE: Agenda Request & Family Proposal: honoring Former Parks & Recreation Director Stanley Shepardson

Hi Scott,

Getting caught up on emails as I was out last week. I had a discussion with Don Crouch, Chair of Parks and Rec Commission and this will be on the agenda for Wednesday night. Can you give me some information on your dad? How many years of service? Retirement year? I only met him once in my 20 years here and was just a few years ago he had stopped in. To have something in place by December 8<sup>th</sup> may be a push as we will have to find a potential location if the commission agrees to move forward. Did the family have anything in mind? Maybe since he was instrumental in Pragemann Park, a field there? Let me know your thoughts.

Kenny Michaels M.S., CCMO



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**From:** Scott Shepardson <[jsshep@hotmail.com](mailto:jsshep@hotmail.com)>  
**Sent:** Monday, September 28, 2026 10:34 AM  
**To:** Kenny Michaels <[k.michaels@wallingfordct.gov](mailto:k.michaels@wallingfordct.gov)>; parksrec <[parksrec@wallingfordct.gov](mailto:parksrec@wallingfordct.gov)>; Vincent Testa <[vtesta@wallingfordct.gov](mailto:vtesta@wallingfordct.gov)>  
**Cc:** townclerk <[townclerk@wallingfordct.gov](mailto:townclerk@wallingfordct.gov)>; towngov <[towngov@wallingfordct.gov](mailto:towngov@wallingfordct.gov)>; Kim Jager <[kimjager@cox.net](mailto:kimjager@cox.net)>; Scott Shepardson <[jsshep@hotmail.com](mailto:jsshep@hotmail.com)>  
**Subject:** Agenda Request & Family Proposal: honoring Former Parks & Recreation Director Stanley Shepardson

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Dear Mayor Cervoni, Chairman Testa, Director Michaels, Members of the Parks & Recreation Commission and Town Council

As the son of Stanley Shepardson, Wallingford's long-serving former Director of Parks and Recreation, I am submitting the attached formal proposal requesting the dedication of a town park asset or field in his honor.

My father will be celebrating his 91st birthday on December 8, 2026, and it is my deepest wish to secure this recognition in time for his milestone birthday so he can personally witness the town's gratitude for his decades of service.

I am also reaching out to the former Mayor William Dickenson Jr. to share this family request, as he worked side-by-side with my father during those foundational decades of town growth.

I respectfully ask that this item be placed on the agenda for the upcoming October Town Council and Parks & Recreation Commission meetings for consideration.

Thank you for your time, consideration, and lifelong dedication to the Wallingford community.

Warm regards,  
Scott Shepardson  
860-682-5694  
[jsshep@hotmail.com](mailto:jsshep@hotmail.com)

## Cori Hass

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**From:** Vincent Testa  
**Sent:** Tuesday, October 20, 2026 10:33 AM  
**To:** Cori Hass; Leanna Gnazzo  
**Subject:** Fw: Agenda Item Request

Please add this from Councilor Reynolds. Thank you.

Vinnie

**Vincent Testa**

Chairman, Wallingford Town Council  
203-675-4079  
[www.wallingfordct.gov](http://www.wallingfordct.gov)

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 [Book time to meet with me](#)

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**From:** Jesse Reynolds <[jsreynolds73@gmail.com](mailto:jsreynolds73@gmail.com)>  
**Sent:** Tuesday, October 20, 2026 10:03 AM  
**To:** Vincent Testa <[vtesta@wallingfordct.gov](mailto:vtesta@wallingfordct.gov)>  
**Subject:** Agenda Item Request

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Good morning,

Sorry this is coming from personal email.

Mr Chairman, I would like an agenda item for the next meeting:

Discussion of the June 2026 Reports from the Comptroller summarizing the Unaudited Municipal Accounting for end of fiscal year 25-26

Thanks,  
Jesse Reynolds